

FARMINGTON BOARD OF SELECTMEN

Tuesday, November 12, 2013

Chairman Ryan Morgan called the meeting to order at 6:30 P.M. with the following members present: Andrew Hufnagel, Jessica Berry, Dennis Pike and Joshua Bell. Town Manager Richard Davis, Town Secretary Linda Grant, Police Chief Jack Peck, Channel 11, and members of the press and public were also in attendance.

ITEM 1: Pledge of Allegiance to the Flag

Chairman Ryan Morgan led those present in the Pledge of Allegiance to the Flag.

ITEM 2: To Award the bid for Financial Audit Services for the Fiscal Years ending December 31, 2013, 2014, and 2015

Richard Davis reviewed the tabulation of the four bids received and his recommendation to award the bid to RHR Smith & Company of Buxton, Maine for the total amount of \$21,300. He explained that this company was the low bidder, and funds for this service are taken from the Professional Services account in the Administration budget. He also pointed out that a portion of the cost each year is taken from the Sewer Department, as its books are audited separately because it is an Enterprise Fund.

Jessica Berry moved to award the bid for financial audit services for the fiscal years ending December 31, 2013, 2014, and 2015 to RHR Smith & Company for the total cost of \$21,300; Dennis Pike seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 3: To Confirm the Employment of Stephen Millett as the Wastewater Superintendent

Richard Davis introduced Stephen Millett and reviewed his background. Mr. Millett further explained his work experience.

Dennis Pike moved to confirm the employment of Stephen Millett as the Wastewater Superintendent; Jessica Berry seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

Richard Davis reported that Mr. Millett will begin his employment with the Town on Monday, November 18, 2013.

ITEM 4: To Appoint the Interim RSU 9 Director

Richard Davis explained that there was no interest expressed by or application received from anyone other than Stephan Bunker. He stated that Mr. Bunker is out-of-state this evening but has reaffirmed his interest in filling this position. He has noted, however, that he cannot guarantee 100% attendance at all of the meetings because of his travel and schedule of training that he conducts.

Dennis Pike moved to appoint Stephan Bunker as the interim RSU 9 Director; Jessica Berry seconded.

Richard Davis clarified for the Selectmen that this term will expire on June 30, 2014.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 5: To Consider Holding a Special Meeting with the School Superintendent and Farmington's RSU 9 Directors on November 19, 2011 to discuss the effect of Future Education Funding on the District

Richard Davis reported that if the Selectmen are willing, Superintendent Dr. Tom Ward has agreed to come to a special Board of Selectmen's meeting on Tuesday, September 19th. The purpose of the meeting would be to explain to the Selectmen and Farmington School Board of Directors the formula as it relates to the EPS Program and how that will affect the district-wide finances in the upcoming year(s). He briefly explained his understanding of the \$1.3 million dollar gap that needs to be made up locally.

Jessica Berry moved to hold a special meeting with the RSU 9 Superintendent and Farmington Directors on Tuesday, November 19 at 6:00 P.M.; Joshua Bell seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 6: To Confirm the Employment of Kevin Bremner and Dean Robinson as Part-time Parking Enforcement Personnel

Richard Davis pointed out that each of the next three Items is referenced in Chief Peck's memo dated October 5, 2013. Chief Jack Peck was present and explained the need for these employees, the application process, and background on the two proposed employees. He also explained what they wear for identifying clothing, as well as the cost and duties of this position.

Dennis Pike moved to confirm the employment of Kevin Bremner and Dean Robinson as part-time parking enforcement personnel; Andrew Hufnagel seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 7: To Confirm the Employment of Kyle Ellis as a Part-time Secretary for the Police Department

Chief Jack Peck explained that part-time secretary Mary Hastings has been hired as a full-time secretary by the District Attorney's office, thereby leaving a vacancy. He further explained the hardship to the staff and public when the full-time secretary is out and the other part-time secretary is not available. Chief Peck reviewed Mr. Ellis' background.

Dennis Pike moved to confirm the employment of Kyle Ellis as a part-time secretary for the Police Department; Jessica Berry seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 8: To Award the bid for the Police Detectives Vehicle

Chief Jack Peck reviewed the bid process and tabulation for the purchase of this new vehicle, as well as bids for the sale of the current Police Detectives vehicle. Chief Peck asked the Selectmen for approval to take money from the drug forfeiture assets account, which currently has a balance of approximately \$32,000, to pay for this vehicle. He also explained his long-term plan to replace the 2005 Impala in two years, using funds from the Vehicle Reserve account. Setup costs, use and anticipated longevity of the vehicle were also discussed.

Dennis Pike moved to award the bid for a 2014 crew cab for the Police Detectives vehicle to Farmington Ford for the amount of \$28,538 with funds for the purchase to be taken from the drug forfeiture account, and to approve the sale of the current detectives vehicle for the amount of \$1,256; Jessica Berry seconded.

The Selectmen discussed the projected mileage and an extended warranty on the new truck due to the potential additional uses of the vehicle. Chief Peck agreed to research an extended warranty, pointing out that he it can always including in his 2014 budget.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 9: To Establish the Date for the 2014 Annual Town Meeting

Richard Davis suggested that the annual Town Meeting be held on Monday, March 24, 2014, stating that Moderator Paul Mills will be available on that date. He cited more time in which to prepare the town report and receive the audit report as the main reasons for suggesting a later date than usual.

Dennis Pike moved to tentatively set the date of Monday, March 24, 2014 to hold the 2014 Annual Town Meeting; Jessica Berry seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 10: To Review the Consumer Price Index for Wage and Salary Adjustments for Calendar year 2014

Richard Davis reviewed the Consumer Price Index – Urban Wage Earners and Clerical Workers spreadsheet from the Bureau of Labor Statistics for the 12-month period of October 1, 2012 to September 30, 2013, which showed an average of 1.56%. Mr. Davis stated that there was no need for the Selectmen to vote on setting this rate as it is policy.

ITEM 11: To Determine what Information to Include in the “Municipal Officials” page of the new Town of Farmington Website

Richard Davis reviewed a memo from the Website Committee to the Selectmen dated November 8, 2013. He stated that an alpha site will be available soon and photos of the Selectmen will be taken before the next meeting on Tuesday, November 26th for the website as well as for the Town Report. Mr. Davis further stated that a short biography is needed from each of them. The Selectmen discussed whether to have individual photos or a group photo taken for the website. Andrew Hufnagel reported that he will not be able to attend the November 26th Selectmen’s meeting. Mr. Davis suggested that the photos be taken before the November 19th special meeting if Cindy Gelinis is available.

ITEM 12: To Execute an Amendment to the Solid Waste Disposal Agreement between the Town of Farmington and Waste Management Disposal Services of Maine, Inc. and the Renewal of said Agreement

Richard Davis reviewed the amended renewal agreement.

Jessica Berry moved to execute an amended Solid Waste Disposal Agreement between the Town of Farmington and Waste Management Disposal Services of Maine, Inc.; Joshua Bell seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

The Selectmen signed two sets of two copies of the amended renewal agreement.

ITEM 13: To Discuss the Certified Business-Friendly Community Program Application

Richard Davis reviewed a letter dated October 23, 2013 received from the Department of Economic and Community Development which informed the Town that its application for the Certified Business-Friendly Community Program was not approved. He stated that the DECD has agreed to a follow-up meeting to go over the application and scoring sheet to determine the areas that were missed so that the Town can apply again in the spring.

ITEM 14: To Accept Ben Pratt's Resignation from the Transportation Advisory Committee

Richard Davis explained that he received an email from Ben Pratt stating that he is resigning from the Transportation Advisory Committee, as he is no longer working at UMF.

Jessica Berry moved to accept the resignation of Ben Pratt from the Transportation Advisory Committee, with regret; Joshua Bell seconded.

Ryan Morgan asked that if an address can be obtained that Mr. Davis send a letter of thanks to Mr. Pratt.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 15: To Consider a Request from Kennebec Behavioral Health for an Allocation of \$100 in the Calendar Year 2014 Budget

Richard Davis reviewed a request letter dated October 16, 2013, and reminded the Selectmen that it has been their practice to not accept any new funding requests from agencies not currently included in the budget process.

Andrew Hufnagel moved not to consider a request from Kennebec Behavioral Health for an allocation of \$100 in the calendar year 2014 budget; Jessica Berry seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 16: To Consider a Request from Community Concepts, Inc. to include an Article on the 2014 Town Meeting Warrant seeking an Appropriation of \$2,000 for that Agency

Richard Davis reviewed a letter of request dated November 4, 2013.

Joshua Bell moved not to consider a request from Community Concepts, Inc. to include an Article on the 2014 Town Meeting Warrant seeking an Allocation of \$2,000 for that Agency; Jessica Berry seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 17: To Approve the Minutes of October 22 and 29 and November 5, 2013

Dennis Pike moved to approve the minutes of October 22 and 29 and November 5, 2013; Joshua Bell seconded.

VOTE AFFIRMATIVE 5 MOTION CARRIED

ITEM 18: To Discuss Other Business

- A) Richard Davis reported that the Municipal Building’s sewer drain was lined yesterday, with said lining having a 50-year warranty.
- B) Joshua Bell asked that an item be added to the Selectmen’s December 10th agenda to discuss the possibility of not including the funding of outside agencies in the 2014 Town Meeting Warrant, given the projected additional loss of State Revenue Sharing. Richard Davis stated that he estimates a \$160,000 loss from the State just in revenue sharing in 2014. He suggested that if the Selectmen choose to do this that a notification letter be sent to each agency, which could always follow a petition process. The Selectmen briefly discussed Mr. Bell’s proposal.
- C) Joshua Bell asked Richard Davis for his thoughts on the 2014 budget process. Mr. Davis shared his concerns, stating that the only way to make a real impact is to defer or eliminate entire programs, ie. the newly-implemented Highway Reconstruction Project. The Selectmen discussed their concerns regarding the lack of, and possible elimination of State Revenue Sharing. Mr. Davis pointed out that, ironically, the State ended its fiscal year with a surplus that was almost exactly the amount that it took from municipalities in revenue sharing.
- D) At Ryan Morgan’s request, Richard Davis gave an update on the status of the development of the Town’s promotional brochure.
- E) Ryan Morgan asked that his fellow Board members provide him with their evaluations of the Town Manager by their November 26th meeting, as that performance evaluation will be accomplished at their December 10th meeting.

There being no further business to come before the Board, **Dennis Pike moved to adjourn at 7:35 P.M.; Jessica Berry seconded.**

VOTE AFFIRMATIVE 5 MOTION CARRIED

Minutes respectfully submitted by Linda H. Grant.

Dennis C. Pike - Secretary